

**CLASS TITLE: SUPERVISING ENVIRONMENTAL PLANNER**

**Class Code: 02513700**

**Pay Grade: 31A**

**EO: A**

**CLASS DEFINITION:**

**GENERAL STATEMENT OF DUTIES:** To be responsible for the administration and overall supervision of complex and professional planning work in the various areas of environmental planning and to direct and coordinate the work of a staff engaged in the performance of environmental planning functions; and to do related work as required.

**SUPERVISION RECEIVED:** Works under the direction of a superior with considerable latitude for the exercise of independent judgement in the application of methods, practices and techniques of planning work; work is subject to review usually upon completion.

**SUPERVISION EXERCISED:** Plans, coordinates, directs, supervises and reviews the work of a planning staff engaged in the performance of environmental planning activities.

**ILLUSTRATIVE EXAMPLES OF WORK PERFORMED:**

To be responsible for the administration and overall supervision of complex and professional planning work in the various areas of environmental planning.

In the Department of Environmental Management, to direct, coordinate, supervise and review the work of a staff engaged in developing comprehensive programs in areas such as water resources land use, conservation, coastal resources, growth policy and other topics involving management of natural resources or protection of the environment, and working with complex issues in areas such as environmental engineering, aquatic biology, environmental chemistry, and geohydrology.

To provide technical guidance, supervision and direction to subordinate planning personnel engaged in environmental planning projects.

To perform the most highly technical and complex professional planning functions related to environmental planning programs.

To be responsible for the overall administration and supervision of environmental studies and reports containing findings and recommendations on a variety of environmental planning activities as part of the development and evaluation of environmental protection programs.

To review planning practices and procedures and to recommend to a superior, changes which will serve to increase the efficiency, productivity and effectiveness of planning activities and/or to expedite planning studies or final plans.

To maintain a continuous evaluation of current planning projects to determine their effectiveness and to report findings and make recommendations thereon to a superior.

To be available for consultative purposes to all state agencies, boards and commissions and to community planning organizations and personnel.

To confer with federal, state and/or community officials on matters pertaining to environmental plan activities.

To coordinate environmental planning programs with federal, state or community programs.

To attend meetings, hearings and conferences.

To do related work as required.

## **REQUIRED QUALIFICATIONS FOR APPOINTMENT:**

**KNOWLEDGES, SKILLS AND CAPACITIES:** A thorough knowledge of the principles and practices of environmental planning; a thorough knowledge of the methods and techniques involved in the collection and organization of scientific physical, social, economic, fiscal and other data used in environmental planning; the ability to direct and supervise environmental studies and reports; the ability to review planning practices and procedures and recommend necessary changes; the ability to provide technical guidance, supervision and direction to subordinate planning personnel; the ability to maintain continuous evaluation of planning projects to determine their effectiveness; the ability to meet and consult with federal, state and/or community planning personnel; the ability to prepare clear, sound, accurate and informative reports; and related capacities and abilities.

## **EDUCATION AND EXPERIENCE:**

**Education:** Such as may have been gained through: possession of a Master's Degree from an accredited institution of higher learning with specialization in Landscape Architecture, Geography, Natural Resources, Civil or Environmental Engineering, Soil Science, a Physical or design emphasis, or a closely related field; and

**Experience:** Such as may have been gained through: employment which involved responsibility for the supervision, guidance and direction of subordinates engaged in professional planning functions related to community, regional and/or statewide programs.

**Or,** any combination of education and experience that shall be substantially equivalent to the above education and experience.

Class Created: November 8, 1987

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